

## COMMONWEALTH OF VIRGINIA STATE CORPORATION COMMISSION

## CERTIFICATE OF CORRECTION FOR A FOREIGN LIMITED LIABILITY COMPANY

| 1.                            | Th  | e name of the limited liability company is   |
|-------------------------------|-----|--|
| 2. The filing date of the app |     | e filing date of the application for registration with the State Corporation                 |
|                               | Co  | ommission is   |
| 3.                            |     | ne application for registration as a foreign limited liability company is corrected as lows: |
|                               | (a) | The name of the limited liability company is changed to:                                     |
|                               | (b) | The state or country of formation is changed to:   |
|                               |     | and/or the date of formation is  |
|                               | (c) | The address required to be maintained in the state or country of formation has               |
|                               |     | been changed to:   |
|                               | (d) | The principal office address is changed to:  |
|                               | (e) | Any other matters listed on the application:   |
|                               |     |  |
|                               |     |  |
|                               |     |  |
| 4.                            | Si  | gnature of authorized person:  |
|                               |     | (date)   |
|                               |     | (printed name) (title)   |

## INSTRUCTIONS

The certificate must be in the English language, typewritten or printed in black, legible and reproducible. The document must be presented on uniformly white, opaque paper, free of visible watermarks and background logos.

You can download this form from our website at www.state.va.us/scc/division/clk/index.htm.

It is a Class 1 misdemeanor for any person to sign a document he knows is false in any material respect with intent that the document be delivered to the Commission for filing.

The application must be executed by a person with authority to do so under the laws of the state or other jurisdiction under which the foreign limited liability company is formed.

The Commission cannot file or issue with respect to any limited liability company any certificate referred to in the Virginia Limited Liability Company Act until all fees to be collected by the Commission under the Act have been paid by or on behalf of such limited liability company (see § 13.1-1065 of the Code of Virginia).

The certificate of correction must be delivered to the Clerk of the Commission with a copy of the limited liability company's document, if any, effecting the correction or change, filed in the foreign limited liability company's state or other jurisdiction of formation, certified or otherwise authenticated within the past 12 months by the Secretary of State or official having custody of the limited liability company records in the state or other jurisdiction of its formation. See § 13.1-1055 of the Code of Virginia.

Submit the original, signed certificate to the Clerk of the State Corporation Commission, P.O. Box 1197, Richmond, Virginia 23218-1197, (Street address: 1300 East Main Street, Tyler Building, 1<sup>st</sup> Floor, Richmond, Virginia 23219), along with a check for the filing fee in the amount of **\$25.00**, payable to the State Corporation Commission. **PLEASE DO NOT SEND CASH**. If you have any questions, please call (804) 371-9733 or toll-free in Virginia, 1-866-722-2551.